



MARK PESTRELLA, Director

**COUNTY OF LOS ANGELES
DEPARTMENT OF PUBLIC WORKS**

"To Enrich Lives Through Effective and Caring Service"

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ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE
REFER TO FILE

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

39 March 19, 2019

CELIA ZAVALA
EXECUTIVE OFFICER

March 19, 2019

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**CONSTRUCTION CONTRACT
PUBLIC BUILDINGS CORE SERVICE AREA
PALMDALE ANIMAL CARE CENTER
SHADE STRUCTURE PROJECT
SPECS. 7567; CAPITAL PROJECT NO. 69827
CASTAIC ANIMAL CARE CENTER
WASH RACK, ASPHALT, AND AMERICANS WITH
DISABILITIES ACT IMPROVEMENTS PROJECT
SPECS. 7582; CAPITAL PROJECT NO. 69816
ESTABLISH AND APPROVE CAPITAL PROJECTS
APPROVE PROJECT BUDGETS
APPROVE APPROPRIATION ADJUSTMENT
ADOPT, ADVERTISE, AND AWARD
(SUPERVISORIAL DISTRICT 5)
(3 VOTES)**

SUBJECT

Public Works is seeking Board approval of the Palmdale Animal Care Center Shade Structure project and authorization to advertise for construction bids and award the construction contract for the project and approval of the Castaic Animal Care Center Wash Rack, Asphalt, and Americans with Disabilities Act Improvements project.

BIDS: April 18, 2019 @ 11:00a.m.

IT IS RECOMMENDED THAT THE BOARD:

1. Find the proposed Palmdale Animal Care Center Shade Structure project and Castaic Animal Care Center Wash Rack, Asphalt, and Americans with Disabilities Act Improvements project exempt from the California Environmental Quality Act for the reasons stated in this letter and in the record of the projects.
2. Establish and approve the Palmdale Animal Care Center Shade Structure, Capital Project No. 69827, with a total project budget of \$400,000.
3. Establish and approve the Castaic Animal Care Center Wash Rack, Asphalt, and Americans with Disabilities Act Improvements, Capital Project No. 69816, with a total project budget of \$1,247,000.
4. Approve an Appropriation Adjustment to transfer \$670,000 from the Castaic Animal Care Center Asphalt Replacement with Concrete, Capital Project No. 87432, to Castaic Animal Care Center Wash Rack, Asphalt, and Americans with Disabilities Act Improvements, Capital Project No. 69816, under Capital Assets - Buildings and Improvements, to fully fund the proposed project.
5. Adopt plans and specifications that are on file with Public Works for construction of the Palmdale Animal Care Center Shade Structure at an estimated fair construction cost of \$175,000.
6. Instruct the Executive Officer of the Board of Supervisors to advertise the Palmdale Animal Care Center Shade Structure project for bids to be received and opened on April 18, 2019, in accordance with the Instruction Sheet for Publishing Legal Advertisements.
7. Authorize the Director of Public Works or his designee to execute a consultant services agreement with the apparent lowest responsive and responsible bidder to prepare a baseline construction schedule for a \$2,000 not-to-exceed amount funded by the existing project funds for the Palmdale Animal Care Center Shade Structure project.
8. Delegate authority to the Director of Public Works or his designee to make a determination that a bid is nonresponsive, and to reject a bid on that basis; to waive inconsequential and non-material deficiencies in bids submitted; and to determine, in accordance with the applicable contract and bid documents, whether the apparent lowest responsive and responsible bidder has timely prepared a satisfactory baseline construction schedule and satisfied all conditions for contract award for the Palmdale Animal Care Center Shade Structure project. Upon such determination, authorize the Director of Public Works or his designee to award and execute the construction contract, in the form previously approved by County Counsel, to the apparent lowest responsive and responsible bidder if the low bid can be awarded within the approved total project budget, and to take all other actions necessary and appropriate to deliver the project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Approval of the recommended actions will find the Palmdale Animal Care Center (ACC) Shade Structure project and Castaic ACC Wash Rack, Asphalt, and Americans with Disabilities Act (ADA) Improvements project exempt from the California Environmental Quality Act (CEQA); establish and approve the capital projects; approve the project budgets and Appropriation Adjustment; and adopt plans and specifications, allow advertising for construction bids, and authorize Public Works to award and execute a construction contract for the Palmdale ACC Shade Structure project.

Palmdale ACC Shade Structure

The Palmdale ACC is located at 38550 Sierra Highway, Palmdale, California 93550.

The proposed project consists of constructing a new approximately 1,600-square-foot metal shade structure at the animal visitation pen, and modifying the existing chain link fencing enclosure, landscaping, and irrigation system in the pen area to accommodate the new shade structure.

Public Works has completed the design with in-house design staff and obtained the necessary jurisdictional approvals, and the project is ready to be advertised for construction bids.

To expedite construction of the project, we are recommending that the Board authorize Public Works to award and execute a construction contract with the lowest responsive and responsible bidder if the low bid can be awarded within the approved total budget of \$400,000.

The proposed consultant services agreement requires the apparent lowest responsive and responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification.

Construction of the improvements is scheduled to begin in July 2019 and will be substantially completed by January 2020.

Castaic ACC Wash Rack, Asphalt, and ADA Improvements

The Castaic ACC is located at 31044 North Charlie Canyon Road, Castaic, California 91384.

The proposed project consists of constructing a new stand-alone approximately 400 square-foot covered vehicle wash rack, removing and replacing the damaged asphalt pavement in the parking lot, and expanding the parking lot to provide approximately 12 additional parking spaces for customers and staff.

Public Works will utilize a Board-approved, on-call consultant to complete the design. Following completion of the design in August 2019, Public Works will return to the Board to advertise for construction bids.

Construction of the improvements is scheduled to begin in May 2020 and will be completed by January 2021.

Implementation of Strategic Plan Goals

The County Strategic Plan directs the provisions of Strategy III.3, Pursue Operational Effectiveness, Fiscal Responsibility, and Accountability, Objective III.3.2, Manage and Maximize County Assets. The recommended actions support the Strategic Plan by investing in public infrastructure that will improve animal care and control services and facilities for County residents.

FISCAL IMPACT/FINANCING

The total project cost for the Palmdale ACC Shade Structure is estimated at \$400,000, including design, plan check, consultant services, construction, change order contingency, and County services. Sufficient appropriation is available in the Fiscal Year 2018-19 Capital Projects/Refurbishment Budget under Capital Project No. 69827 to fully fund the project. The project is funded with prior year net County cost.

The total project cost for the Castaic ACC Wash Rack, Asphalt, and ADA Improvements is estimated at \$1,247,000, including design, plan check, consultant services, construction, change order contingency, and County services. Approval of the enclosed Appropriation Adjustment (Enclosure A) will transfer \$670,000 from Castaic ACC Asphalt Replacement with Concrete, Capital Project No. 87432, to Castaic ACC Wash Rack, Asphalt, and ADA Improvements, Capital Project No. 69816, under Capital Assets - Buildings and Improvements, to fully fund the proposed project. The project is funded with prior year net County cost.

Operating Budget Impact

The Department of Animal Care and Control does not anticipate any one-time costs or an increase in ongoing maintenance and operational costs following completion of the projects.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In accordance with the Board's Civic Arts Policy, as amended on August 11, 2015, the proposed projects are exempt from the Civic Art Policy funding allocation requirement as the projects involve pavement replacement and underground utility work, and the eligible design and construction costs for each project are less than \$500,000.

In accordance with the Board's consolidated Local and Targeted Worker Hire Policy adopted on September 6, 2016, the Castaic ACC project will include a best efforts goal that at least 30 percent of the total California craft worker hours for construction of the projects be performed by Local Residents, and the "Targeted Worker" component will not be included as part of this project. The Palmdale ACC project is not required to meet Local Worker Hiring requirements because the total project budget is less than \$500,000.

Public Works will utilize a standard low-bid construction contract for the Palmdale ACC project. The contract will contain terms and conditions supporting the Board's ordinances and policies, including but not limited to, the County's Contract Language to Assist in Placement of Displaced County Workers, and Notice to Employees Regarding the Federal Earned Income Credit (Federal Income Tax Law, Internal Revenue Services Notice 1015).

Prior to execution of the low-bid construction contract, Public Works will ensure that the contractor has submitted acceptable performance and payment bonds and evidence of required contractor insurance.

The plans and specifications for the Palmdale ACC project are on file with Public Works' Business Relations and Contracts Division.

ENVIRONMENTAL DOCUMENTATION

The proposed projects are categorically exempt from CEQA. The projects consist of repairs and alterations to existing County animal care center facilities. The proposed projects are within certain classes of projects that have been determined not to have a significant effect on the environment in that they meet the criteria set forth in Sections 15301(b), (d), (f), and (l); 15302; 15303(c), (d), and (e); 15304(a); and 15311(b) of the State CEQA Guidelines and Classes 1(a), (c), (e), (h), (i), (j), and (s); 2; 3(b); 4(a); and 11(a), (c), and (f) of the County's Environmental Document Reporting Procedures and Guidelines, Appendix G. The projects provide for repair and minor alterations to existing animal care facilities with negligible or no expansion of an existing use; replacement of existing facilities with new facilities of substantially the same size, purpose, and capacity; construction of new small facilities and appurtenant structures; utility extensions; and minor alteration to land within existing developed animal care center facilities. The projects will not include tree removal.

Additionally, the proposed projects will comply with all applicable regulations, are not located in a sensitive environment, and there are no cumulative impacts, unusual circumstances, damage to scenic highways, listing on hazardous waste sites compiled pursuant to Government Code Section 65962.5, or indications that the projects may cause a substantial adverse change in the significance of a historical resource that would make the exemption inapplicable based on the records of the proposed projects.

Upon the Board's approval of the projects, Public Works will file a separate Notice of Exemption for each project with the Registrar-Recorder/County Clerk in accordance with Section 21152 of the Public Resources Code.

CONTRACTING PROCESS

Public Works will utilize Board-approved, on-call consultants to complete the design for the Castaic ACC project.

Construction of the Castaic ACC project will be completed using the County's competitive low bid process. Public Works will return to the Board to adopt plans and specifications and advertise for construction bids.

Public Works has completed the plans and specifications for the Palmdale ACC project using in-house design staff and recommends that the Board adopt and advertise these documents for construction bids as required under the Public Contract Code. Advertising for construction bids will be in accordance with the enclosed County's standard Instruction Sheet for Publishing Legal Advertisements (Enclosure B). As requested by the Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of the recommended actions will have no impact on current County services or projects. The ACC facilities will remain open to the public during construction and the contractors will be required to phase and coordinate construction activities with the County to minimize disruption of public access and operations at the facilities.

CONCLUSION

Please return one adopted copy of this Board letter to Public Works, Project Management Division I.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Mark Pestrella". The signature is fluid and cursive, with the first name "Mark" written in a larger, more prominent script than the last name "Pestrella".

MARK PESTRELLA

Director

MP:AKM:mae

Enclosures

c: Department of Animal Care and Control
Arts Commission
Chief Executive Office (Capital Programs
Division)
County Counsel
Executive Office

February 05, 2019
DEPT NO: 060

COUNTY OF LOS ANGELES

REQUEST FOR APPROPRIATION ADJUSTMENT

CHIEF EXECUTIVE OFFICE

AUDITOR-CONTROLLER:

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. PLEASE CONFIRM THE ACCOUNTING ENTRIES AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF EXECUTIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

ADJUSTMENT REQUESTED AND REASONS THEREFOR
FY 2018-19
3 - VOTES

SOURCES

USES

ANIMAL CARE AND CONTROL
CASTAIC ACC REPLACEMENT OF ASPHALT WITH CONCRETE
A01-CP-6014-65023-87432
CAPITAL ASSETS - B & I
DECREASE APPROPRIATION **670,000**

ANIMAL CARE AND CONTROL
CASTAIC ACC WASH RACK ASPHALT AND ADA IMPROVEMENTS
A01-CP-6014-65023-69816
CAPITAL ASSETS - B & I
INCREASE APPROPRIATION **670,000**

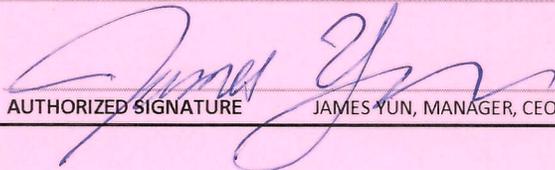
SOURCES TOTAL \$ **670,000**

USES TOTAL \$ **670,000**

JUSTIFICATION

The appropriation adjustment is necessary to transfer \$670k from C.P. No. 87432 to C.P. No.69816 as the scope of work for C.P. No. 87432 will be completed under C.P. No.69816.

ADOPTED
BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES


AUTHORIZED SIGNATURE JAMES YUN, MANAGER, CEO

39 MAR 19 2019

BOARD OF SUPERVISOR'S APPROVAL (AS REQUESTED/REVISED)


CELIA ZAVALA
EXECUTIVE OFFICER

REFERRED TO THE CHIEF EXECUTIVE OFFICER FOR---

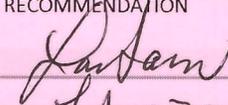
ACTION

APPROVED AS REQUESTED

RECOMMENDATION

APPROVED AS REVISED

AUDITOR-CONTROLLER

BY 

CHIEF EXECUTIVE OFFICER

BY 

B.A. NO. 187

DATE Feb. 27, 2019

DATE 2/28/19

March 19, 2019

ENCLOSURE B

**CONSTRUCTION CONTRACT
PUBLIC BUILDINGS CORE SERVICE AREA
PALMDALE ANIMAL CARE CENTER
SHADE STRUCTURE PROJECT
ESTABLISH AND APPROVE CAPITAL PROJECT
APPROVE PROJECT BUDGET
ADOPT, ADVERTISE, AND AWARD
SPECS. 7567; CAPITAL PROJECT NO. 69827**

PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for 2 weeks in a weekly newspaper or ten times in a daily newspaper. Forward three reprints of this advertisement to Public Works' Business Relations and Contracts Division, 900 South Fremont Avenue, 8th Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<u>SD</u>	<u>SPECS</u>	<u>PROJECT</u>	<u>DATE OF BID OPENING</u>
5	7567	Palmdale Animal Care Center Shade Structure Project 38550 Sierra Highway Palmdale, CA 93550	April 18, 2019

Copies of the project manual and drawings may be downloaded free of charge from the County of Los Angeles, Public Works website (<http://dpw.lacounty.gov/go/constructioncontracts>). For bid information, please contact Mr. Joseph Chang of Business Relations and Contracts Division at (626) 300-2346. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's office no later than 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11 a.m. on this date in the conference rooms at 900 South Fremont Avenue, Alhambra, California 91803.

This project requires the general contractor firm to possess a B license classification at the time of bid.

The general contractor and all of its subcontractors of any tier shall be required to pay prevailing wages to all workers employed in the execution of the project in accordance with Labor Code Section 1770. Copies of the prevailing rate per diem wages are on file at the Department of Public Works, which shall be made available to any interested party upon request.

PREBID CONFERENCE

Public Works' Project Management Division I will hold a prebid conference at 10 a.m., on April 2, 2019, at the project site, 38550 Sierra Highway, Palmdale, CA 93550, to provide information on the scope of work and answer basic questions from the potential bidders. Detailed questions or additional information must be submitted in writing to Mr. Joseph Chang with Public Works' Business Relations and Contracts Division at Fax No. (626) 979-5311 or you may contact him at (626) 300-2346.

OTHER INSTRUCTIONS

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts as defined in Section 2000 of the Public Contract Code relating to contracting with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical or inconsequential errors and discrepancies in bids submitted in the public's interest.



Individuals requiring reasonable accessibility accommodations may request written materials in alternate formats, physical accessibility accommodations, sign language interpreters or other reasonable accommodations by contacting our departmental Americans with Disabilities Act Coordinator at (626) 458-4081, from 7:30 a.m. to 5 p.m., Monday through Thursday (excluding holidays). Persons who are deaf or hard of hearing may make contact by first dialing the California Relay Service at 7-1-1. Requests should be made at least one week in advance to ensure availability. When making a reasonable accommodation request, please reference **[PJ-I]**.



Individuos que requieran acomodamiento razonable accesible pueden solicitar materiales escritos en formatos alternativos, acomodamiento fisico accesible, intérpretes en lenguaje de señas Americano ú otros acomodamientos razonables comunicándose con nuestro Coordinador Departamental del Acto de Americanos con Incapacidades al (626) 458-4081, de 7:30 a.m. a 5 p.m., Lunes a Jueves (excluyendo días festivos). Personas sordas o con problemas auditivos pueden comunicarse primero marcando al Servicio de Difusión de California al 7-1-1. Solicitudes pueden hacerse por lo menos una semana antes para asegurar disponibilidad. Cuándo se haga una petición razonable para acomodo, por favor mencione **[PJ-I]**. Si necesita información en español, por favor llame al Telefono (626) 458-2563.

By order of the Board of Supervisors of the County of Los Angeles, State of California, dated March 19, 2019.

Specs. 7567

CELIA ZAVALA, EXECUTIVE OFFICER
OF THE BOARD OF SUPERVISORS
OF THE COUNTY OF LOS ANGELES